

TEMPORARY USE PERMIT FOR SPECIAL EVENTS CHECKLIST
(Before permit can be issued the following must be
Completed/Coordinated)

- () Description of Events, Times, and Vendors
- () Copy of Business License/Clearance form
- () Letter of Permission of property owner
- () Coordination from DHEC (Food Vendors)_____
- (Signature/Date)
- () Proof of Security Coordinated through Police Department
- _____
- (Signature/Date)
- () City Manager (Linda Hammett Office)(Final Approval)
- () County Administrator (Mary Blanding Office)(Final Approval)
- () Notification of Sumter Fire Department Inspection Section
- _____
- (Signature)